

Board of Supervisors

John Marin, Administrative Officer

MISSION STATEMENT

To act as the legislative arm of county government and is committed to providing responsive leadership, effective oversight of county services, and involving citizens and communities in processes that determine and enhance Placer County's future.

Appropriation	Budget 2003-04	Position Allocations	Recommended 2004-05	Position Allocations
Board of Supervisors	\$ 1,374,424	15	\$ 1,376,890	15
Clerk of the Board of Supervisors	483,414	7	473,900	7
Total:	<u>\$ 1,857,838</u>	<u>22</u>	<u>\$ 1,850,790</u>	<u>22</u>

CORE FUNCTIONS

Board of Supervisors

Support the governing activities of the five elected Placer County supervisors by acting as their liaison with the public and county departments, represent them at various meetings, interface with other legislative agencies and respond to constituent inquiries.

Clerk of the Board of Supervisors

Support the five elected Placer County supervisors by preparing agendas, recording minutes and retaining records for Board meeting and public hearings. The Clerk of the Board also provides information referral and reception services to the public.

FY 2003-04 Major Accomplishments

- Provided increased training and increase effectiveness of 13 Municipal Advisory Councils (MAC) by updating the MAC handbook to be reviewed by all new MAC members.
- Provide additional information on revenue sharing to the public on the Board of Supervisors (BOS) web site and adopt guidelines for revenue sharing requests.
- Represented Placer County at various legislative conferences to ensure that Placer County concerns are voiced.
- Awarded and honored extraordinary acts of heroism and community involvement by Placer County residents with commemorative coins.
- Supported the stop light installation at Horseshoe Bar and Auburn Folsom Roads in response to constituent safety needs.
- Supported the opening of the new Squaw Valley Park and continue to oversee the construction of the Granite Bay Park.
- Adopted the Idling Ordinance, Smog Policies, and the Noise Ordinance.

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- Presided over the Winchester Perimeter Trail dedication and the Bell Road Widening Project.
- Implemented the Teleminder Emergency Telephone Notification System and the 24-Hour County Services Hotline.
- Acquired over 3,000 acres in Placer Legacy acquisitions including: Schallenberger Ridge, Motamedi Lakeshore Land at Lake Tahoe, Spears Ranch, Grey Ranch, Lakeview Farms in Lincoln, and the Towle Property.
- Successfully lobbied for Legislative priorities in Washington D.C. securing a combined total of \$3,700,000 in federal funding for the Wastewater Treatment Plant, law enforcement communications upgrades, Children's Health Center/Emergency Shelter, and the Lincoln Bypass.
- Instrumental in developing build out vision for Western Placer County and participated in development of the West Roseville Specific Plan.
- Assisted in restoration of Fruitvale Hall including maintaining relations with the Bulgarian Ambassador.
- Worked to expedite construction of the Highway 65 Bypass, and specifically worked to use Placer Legacy to resolve Environmental Protection Agency (EPA's) growth inducing allegation.
- Partner in establishing Lincoln High School's Fish Raising Project.

FY 2004-05 Planned Accomplishments

- Retain current level of service to Placer County residents.
- Provide better training and increase effectiveness of 13 Municipal Advisory Councils (MAC) by creating a video-training program to be reviewed by all new MAC members.
- Implementing a scanning program in the Clerk of the Board's division to provide easier access to Board of Supervisors' agendas, staff reports, and backup information.

Department Comments

The Board of Supervisors Office will continue to provide the necessary resources to support 13 Municipal Advisory Councils and over 50 committees and commissions. To provide the best available information to the Board of Supervisors, staff support includes written reports, updates, follow-up and responses to correspondence.

County Executive Comments And Recommendations

Recommended expenditures remain consistent with the prior year budget for both the Board of Supervisors (\$1,376,890) and Clerk of the Board (\$470,150). The Clerk of the Board receives fees for the preparation of written findings of fact, a share of administrative fees from special districts and cities for property tax administration, and other miscellaneous revenue (\$3,750). The State of California has indicated that payment to local governments reimbursement of state-mandate claims (SB-90) related to the Open Meetings Act will be deferred, and, while the County will invoice the state for these activities, we do not expect to receive reimbursement in FY 2004-05.

Department requested funding considerations for final budget:

- Tahoe field deputy contract (\$70,000)

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BOARD OF SUPERVISORS FUND 100 / APPROPRIATION 10010

	Actual 2002-03	Budget 2003-04	Requested 2004-05	Recommended 2004-05	Change %	Adopted 2004-05
Expenditures						
Salaries and Employee Benefits	\$ 975,544	\$ 1,102,861	\$ 1,249,837	\$ 1,182,281	7%	\$ -
Services and Supplies	217,451	262,063	207,500	194,609	-26%	-
Intra Fund Charges	1,956	-	-	-	0%	-
Gross Budget:	<u>1,194,951</u>	<u>1,374,424</u>	<u>1,457,337</u>	<u>1,376,890</u>	0%	<u>-</u>
Intra Fund Credits	-	-	-	-	0%	-
Net Budget:	<u>\$ 1,194,951</u>	<u>\$ 1,374,424</u>	<u>\$ 1,457,337</u>	<u>\$ 1,376,890</u>	0%	<u>\$ -</u>
Net County Cost:	<u>\$ 1,194,951</u>	<u>\$ 1,374,424</u>	<u>\$ 1,457,337</u>	<u>\$ 1,376,890</u>	0%	<u>\$ -</u>
Allocated Positions	15	15	15	15	0%	-

CORE FUNCTION: BOARD OF SUPERVISORS

County Governance & Community Outreach Program

Program Purpose: To meet with constituents, conduct community forums, attend MAC meetings, and preside over formal Board of Supervisors' hearings to solicit community input that leads to well-informed and effective governing.

Total Expenditures: \$1,457,337

Total Staffing: 15.0

- **Key Intended Outcome:** Constituents and communities are involved in governing Placer County.

County Governance & Community Outreach Indicators:	Actual 2002-03	Projected 2003-04	Target 2004-05
# of Board of Supervisors meetings held annually	28	N/A	28
# of items considered by the Board of Supervisors annually	4,000	N/A	4,000
# of MAC meetings where the board is represented	125	N/A	125
% of MAC meetings attended	100%	N/A	100%
# of other community meetings where the Board of Supervisors are represented	21	N/A	21
# of constituent in-office appointments annually	648	N/A	648

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CLERK OF THE BOARD FUND 100 / APPROPRIATION 10020

	Actual 2002-03	Budget 2003-04	Requested 2004-05	Recommended 2004-05	Change %	Adopted 2004-05
Expenditures						
Salaries and Employee Benefits	\$ 315,326	\$ 366,564	\$ 378,280	\$ 365,400	0%	\$ -
Services and Supplies	57,020	116,850	107,250	108,500	-7%	-
Gross Budget:	<u>372,466</u>	<u>483,414</u>	<u>485,530</u>	<u>473,900</u>	-2%	<u>-</u>
Intra Fund Credits	(1,350)	-	-	-	0%	-
Net Budget:	<u>\$ 371,116</u>	<u>\$ 483,414</u>	<u>\$ 485,530</u>	<u>\$ 473,900</u>	-2%	<u>\$ -</u>
Revenue						
Intergovernmental Revenue	\$ -	\$ 2,345	\$ -	\$ 2,500	7%	\$ -
Charges for Services	435	10,800	-	1,250	-88%	-
Total Revenue:	<u>435</u>	<u>13,145</u>	<u>-</u>	<u>3,750</u>	-71%	<u>-</u>
Net County Cost:	<u>\$ 370,681</u>	<u>\$ 470,269</u>	<u>\$ 485,530</u>	<u>\$ 470,150</u>	0%	<u>\$ -</u>
Allocated Positions	7	7	7	7	0%	-

CORE FUNCTION: CLERK OF THE BOARD OF SUPERVISORS

Clerk Services Program

Program Purpose: To develop agendas, record minutes and retain records for Board of Supervisors' hearings and the Assessment Appeals Board meetings to ensure that accurate records of actions taken are retained and accessible to the public. In addition, the clerk also provides information-referral and reception services to the public.

Total Expenditures: \$485,530

Total Staffing: 7.0

- **Key Intended Outcome:** Information is retained and readily accessible to the public.

Clerk Services Indicators:	Actual 2002-03	Projected 2003-04	Target 2004-05
# of Board of Supervisors meetings supported annually	28	N/A	28
# of agenda items coordinated and collected annually	4,000	N/A	4,000
# of agenda pages compiled per year	12,180	N/A	12,180
# of county telephone switchboard calls per year	62,500	N/A	62,500